UNITED
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Secretariat

ST/IC/1992/3
20 January 1992

INFORMATION CIRCULAR

To: All members of the staff at Headquarters

From: The Under-Secretary-General for Administration and Management

Subject: SECRETARY-GENERAL'S ADDRESS TO THE STAFF

1. The Secretary-General will address the staff on Wednesday, 22 January 1992 at noon in the General Assembly Hall.

2. Subject to service exigencies, supervisors are requested to release staff for this occasion. In offices where the needs of the service require some staff to be on duty at all times, supervisors are asked to exercise flexibility and devise equitable arrangements to enable the greatest staff participation possible. Supervisors should also permit staff members who are required to remain in their offices to have access to the Meeting Exchange Listening Unit (MX) system in order to enable them to hear the statement.

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